

1.3 Training Outline

NEW DRIVER ORIENTATION AND TRAINING

DAY #1

Completion of driver's file	Approximately. 90 minutes
Drug and alcohol training	Approximately. 90 minutes
Tour of Facility (time permitting)	
LUNCH	
Disability Awareness Training	
Passenger Relations	Approximately. 240 minutes

DAY #2

National Safety Council Defensive Driving Course DDC- 8	All Day
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DAY #3

Coaching the Transit Driver (Fill in with Farebox, Radio, Schedule, Routes, Emergency Procedures, &Time Card Prep.)	All Day
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DAY #4

89 Orion Training (Bus Orientation & on the road training)	240 minutes (A.M.)
90 Orion Training (Bus Orientation & on the road training)	240 Minutes (P.M.)

DAY #5

91 Gillig Training (Bus Orientation & on the road training)	240 Minutes (A.M.)
TMC Bus Training	

(Bus Orientation &
on the road training)

240 Minutes (P.M.)

DAY# 6

92&94 Orion CNG
(Bus Orientation &
on the road training.)

240 Minutes (A.M.)

96 New Flyer CNG
(Bus Orientation &
on the road training.)

240 Minutes (P.M.)

DAY # 7

98 Orion CNG
(Bus Orientation &
on the road training)

240 Minutes (A.M.)

All Trolleys
(Trolley Orientation &
on the road training.)

240 Minutes (P.M.)

DAYS #8 THRU #10

Catch up on any segments missed.
Reiterate on any training that may
need extra time spent on it. On route
training with Supervisor.

DAYS #11 THRU #20

On route training with various
drivers on **every route**. Driver/Supervisor
will fill out an analysis sheet on new
driver, anonymously. New driver **MUST**
meet with Manager of Safety on a daily
basis to discuss progress.